



UNITED STATES MARINE CORPS  
MARINE CORPS RECRUIT DEPOT/WESTERN RECRUITING REGION  
1600 HENDERSON AVENUE SUITE 238  
SAN DIEGO, CALIFORNIA 92140-5001

DepO 5090.2  
4A  
25 JAN 1999

DEPOT ORDER 5090.2 w/ch 1

From: Commanding General  
To: Distribution List

Subj: ENVIRONMENTAL COMPLIANCE EVALUATION SELF-AUDIT PROGRAM

Ref: (a) MCO P5090.2A, Environmental Compliance and Protection Manual  
(b) DepO 5100.11A, Hazardous Materials Control and Management Program SOP  
(c) MCO 5040.6F, Marine Corps Inspections

Encl: (1) Self-Audit Schedule  
(2) Checklists Required  
(3) Unit Environmental Compliance Evaluation (ECE) Notice  
(4) Environmental Compliance Evaluation Self-Audit Report

Checklists Required: See Enclosure (2), Appendices A to K

1. Purpose. This Depot Order establishes policy, assigns responsibility, and identifies procedures for the Environmental Compliance Evaluation (ECE) Self-Audit Program. The ECE Self-Audit program helps ensure the environmental compliance of the Marine Corps Recruit Depot, San Diego (MCRD) with references (a), (b), and (c). The ECE Self-Audit program is also used by commanders to assess their organization's environmental compliance status on an annual recurring basis. The results are used by the Commanding General and the Commandant of the Marine Corps (CMC) to assess levels of compliance with environmental requirements. Results will be used in planning, programming, and executing initiatives to achieve compliance.

2. Background. References (a) and (b) are the Marine Corps charters on compliance with regulations, protection of the environment, and proper use of hazardous materials. Reference (c) is the basis of the Marine Corps inspection process. This Order provides Depot responsibilities and procedures to conduct a MCRD environmental self-inspection program that helps safeguard the environmental health of the Depot.

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3. Action

a. Director, Facilities Division (Environmental Office) (AC/S, G-4)

(1) Develop an annual ECE Self-Audit plan that schedules an annual evaluation of all Depot units that are work affected by environmental compliance regulations, enclosure (1). Schedules will list the buildings, locations, and media to be evaluated. Media areas evaluated will include hazardous material, hazardous waste, air pollution, storage tanks, storm water pollution prevention, spill prevention and response, and recycling.

(2) Coordinate the ECE schedule with the Safety Director, Depot Safety Division before publishing the ECE Self-Audit plan. Publish plan not later than 1 October.

(3) Evaluate units/work centers based on the ECE Self-Audit plan and schedule. Use the checklists provided in appendices A to K from enclosure (4) to ensure evaluations are based on applicable City, County, State, and Federal standards. The evaluation team will consist of the environmental staff and a representative from the Depot Safety Division.

(4) Provide evaluation results to both the unit environmental coordinator and the unit commander/supervisor. Any deficiency finding will have included with it a recommended corrective action.

(5) Maintain a file for each unit inspected. Monitor unit progress on correcting any deficiency finding. When there is unsatisfactory progress on correcting a deficiency, a Notice letter included as enclosure (3) will be distributed.

(6) Report significant deficiency findings and the progress of their corrective actions to the AC/S, G-4.

(7) Submit annually the ECE Self-Audit results, enclosure (4), to the Depot Inspector via AC/S G-4.

b. Safety Director, Depot Safety Division (AC/S, ~~G-4~~)

(1) Evaluate hazardous material work centers with the ECE Self-Audit team. The safety based evaluation will be in accordance with the ECE Self-Audit plan and schedule.

QM (Quality Management)

25 JAN 1999

(2) Monitor unit progress on correcting ECE Self-Audit safety and hazardous materials management deficiencies.

(3) Assist the Director, Facilities Division (Environmental Office) in providing training to unit/work center environmental coordinators and supervisors. Training assistance will be in the safety and hazardous materials management practices of the ECE Self-Audit program.

c. Commanders/Officers-in-Charge. The following organizations/activities will ensure that assigned unit/work center environmental coordinators and supervisors actively participate in scheduled ECE Self-Audits and any ensuing corrective actions:

- ch 1
- Commanding Officer, Recruit Training Regiment
  - Commanding Officer, 12th Marine Corps District
  - Assistant Chief of Staff, G-2/3
  - Assistant Chief of Staff, ~~MWR~~ **MCCS**
  - OIC - ~~Director~~, Branch Medical Clinic
  - OIC - ~~Director~~, Branch Dental Clinic
  - Facilities ~~Maintenance Officer~~ **Manager**
  - Provost Marshall

d. Unit/Work Center Environmental Coordinators and Supervisors

(1) Inspect your assigned areas of responsibility at least weekly using the enclosure (2) checklists to ensure complete coverage in accordance with references (a) and (b).

(2) Maintain current and orderly records and plans. Maintain records for a minimum of three (3) years.

(3) Participate in ECE Self-Audit activities as scheduled and planned in enclosure (1). Specific actions include:

- (a) Provide inspection access.
- (b) Provide requested documents.
- (c) Answer inspection questions.

(d) Acknowledge receipt of out-brief evaluation comments with signature. The evaluation comments will include a deficiency notice and a completion notice.

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(e) Take corrective action to remedy the deficiencies. Report progress weekly. When the deficiencies have been remedied, provide the Director, Facilities Division (Environmental Office) with the completion notice.

e. AC/S, G-4

(1) Review results of ECE Self-Audits as well as work center corrective action plans. Keep the Commanding General apprised of progress taken to correct identified significant environmental deficiencies.

(2) Use enclosure (4) to report annually to the Depot Inspector. This will allow incorporation of ECE Self-Audit findings and recommendations into the Depot's Annual Inspection Report.


f. Depot Inspector

(1) Incorporate enclosure (4), Annual ECE Self-Audit Results, into the Depot's Annual Inspection Report.

(2) Coordinate ECE Self-Audit annual inspection results with the Inspector General of the Marine Corps (IGMC).

(3) Provide the Director, Facilities Division (Environmental Office) via the AC/S, G-4 copies of reports made to IGMC related to environmental issues.

4. Applicability/Scope. This Depot Order applies to all personnel on board MCRD, both civilian and military, and encompasses all aspects of environmental compliance and conservation.

  
H. W. PETERSON III  
Chief of Staff

DISTRIBUTION: A



UNITED STATES MARINE CORPS  
Marine Corps Recruit Depot/Western Recruiting Region  
1600 Henderson Avenue Suite 238  
San Diego, California 92140-5001

Dep0 5090.2 Ch1

14A

DEC 14 2001

DEPOT ORDER 5090.2 CH 1

From: Commanding General  
To: Distribution List

Subj: ENVIRONMENTAL COMPLIANCE EVALUATION SELF-AUDIT PROGRAM

Encl: (1) MCRD San Diego FY 2002 Self-Audit Schedule

1. Purpose. To direct pen changes to the basic Order.

2. Action

✓ a. On page two, paragraph 3b, cross out "G-4" and replace with "QM (Quality Management)."

✓ b. On page three, below paragraph 3c, cross out "MWR" and replace with "MCCS". Cross out both "Director" and replace with "OIC". Cross out "Maintenance Officer" and replace with "Manager."

✓ c. Remove enclosure (1) from the original order and replace with enclosure (1) of this change.


3. Filing instructions. File this change transmittal immediately behind the signature page of the basic Order.

T. W. SPENCER  
Chief of Staff

DISTRIBUTION: A

**WORLD San Diego  
FY 2002 Self-Audit Schedule**

Depo 5090.2 Ch 1  
DEC 14 2001

<div style="text-align: center;">  </div> <b>WORK CENTER / UNIT</b>	<b>AREAS / MEDIA TO BE AUDITED</b>														<b>FY 2002</b>					
	Records & Plans	Hazardous Waste	Air	Stormwater	Pesticides	Lead/Asbestos	USTs/ASTs	Sewer Permits	Tiered Permits	Cultural Resources	Natural Resources	NEPA	Program Management	Solid Waste	Hazardous Materials	Installation Restoration	<b>QTR</b>			
																	1 1 Oct-31 Dec	2 1 Jan - 31 Mar	3 1 Apr - 30 Jun	4 1 Jul - 30 Sep
<b>Facility Maintenance</b>																		✓		
Machine Shop	X	X	X	X													✓			
Welding	X			X													✓			
Paint/Carpentry	X	X	X	X		X				X								✓		
Pest Control	X	X		X	X						X						✓			
Plumbing/Heating	X			X		X												✓		
Elec/Refrig	X	X	X	X														✓		
Heavy Equip	X	X	X	X			X											✓		
Grounds	X	X		X													✓			
<b>Public Works/Env</b>	X	X	X	X		X	X			X	X	X	X	X	X	X				✓
Haz Storage Yard	X	X		X		X				X	X	X	X						✓	
<b>MCCS</b>																		✓		
Facility Maintenance	X	X	X	X													✓			
Boat House	X	X	X	X														✓		
Auto Hobby	X	X	X	X			X	X									✓			
Service Station	X	X	X	X			X										✓			
Camping	X	X		X													✓			
<b>Motor T</b>	X	X	X	X				X											✓	
<b>CVIC</b>	X	X	X	X				X	X								✓			
<b>Armory</b>	X		X	X			X										✓			
<b>Food Services</b>																			✓	
Recruit Mess Hall	X		X	X			X	X											✓	
Duncan Hall	X			X															✓	
<b>PMO</b>	X			X			X												✓	
Band Repair	X	X	X																✓	
<b>Naval</b>																	✓			
Medical	X	X					X	X	X								✓			
Dental	X	X						X	X								✓			
<b>Slthe Energy</b>	X	X	X				X							X				✓		
SDG&E	X	X	X				X							X				✓		

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**ENVIRONMENTAL COMPLIANCE EVALUATION SELF-AUDIT PROGRAM****CHECKLISTS REQUIRED**

<b><u>REPORT TITLE</u></b>	<b><u>REFERENCE</u></b>	<b><u>APPENDIX</u></b>
I. Hazardous Materials	California Health and Safety Code, 29 Code of Federal Regulation 1910	A
II. Hazardous Waste	California Code of Regulations Title 22	B
III. Air Pollution	San Diego Air Pollution Control District Rules	C
IV. Under/Above Ground Storage Tanks	California Code of Regulations Title 23	D
V. Storm Water	California General Industrial Storm Water Permit	E
VI. Asbestos	National Emissions Standard for Hazardous Air Pollutants	F
VII. Pesticides	40 Code of Federal Regulation	G
VIII. Natural Resources	32 Code of Federal Regulation 190	H
IX. Cultural Resources	36 Code of Federal Regulation 60	I
X. NEPA	40 Code of Federal Regulation 1500	J
XI. Program Management	Marine Corps Order 5090.2	K

ENCLOSURE (2)



**Marine Corps Recruit Depot, San Diego**  
**Facilities Division**  
**Public Works Branch (Environmental Office)**  
**Compliance Inspection Report**



Site Inspected: _____ Unit POC: _____ Phone/Fax: _____ Inspection Date: _____ Inspected By: _____	Type of Inspection: Formal Announced <input type="checkbox"/> Formal Unannounced <input type="checkbox"/> Courtesy <input type="checkbox"/>	Media: HAZARDOUS MATERIALS Reference: California Health & Safety Code 29 CFR, Part 1910
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**Hazardous Material Administration**

1. ☐ Material Safety Data Sheet (MSDS) not maintained and accessible.
2. ☐ Business plan and evacuation plan not maintained and updated.
3. ☐ OSHA and EPA training for hazard communication program not documented.
4. ☐ Employee training record (Current year, previous three years) not maintained.
5. ☐ Respirator protection program with a written standard operating procedure (SOP) not utilized

**Hazardous Material Management**

6. ☐ Hazardous material inventory not documented.
7. ☐ Hazardous material containers not marked with contents name and hazards.
8. ☐ Fire extinguishers not properly located and accessible.
9. ☐ Spill equipment not maintained on site.
10. ☐ Missing/inadequate warning signs.
11. ☐ Missing/inadequate "No Smoking" signs.
12. ☐ Missing/inadequate "Hazardous Material" classification signs.
13. ☐ Inadequate ventilation for inside storage of hazardous materials.
14. ☐ Area cleanliness/ good housekeeping not being maintained.
15. ☐ Incompatible storage of hazardous materials.
16. ☐ Utilization of unapproved flammable storage lockers.
17. ☐ Hazardous material storage area improperly secured.
18. ☐ Low flash flammable liquids not grounded and bonded.
19. ☐ Lack of grounding and bonding in flammable liquids dispensing area.
20. ☐ Lack of secondary containment for hazardous material dispensing areas.
21. ☐ Eye wash or emergency shower not maintained at corrosive materials storage areas.
22. ☐ 36" aisle space not maintained.
23. ☐ Improper storage of compressed gas cylinders.

**Comments**

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Appendix A to  
ENCLOSURE (2)



25 JAN 1999

[illegible]

A-2



25 JAN 1999

DepO 5090.2

**Comments:**

25 JAN 1999

[illegible]

B-2

**Reference: San Diego Air  
Pollution Control District Rules  
DepO. 5100.11A**

C-1

25 JAN 1999

[illegible]

C-2



**Marine Corps Recruit Depot  
San Diego  
Public Works Environmental Branch  
Compliance Inspection Report**

25 JAN 1999



Site Inspected: \_\_\_\_\_

Unit POC: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Inspection Date: \_\_\_\_\_

Inspected By: \_\_\_\_\_

Type of Inspection:

Formal Announced ☐Formal Unannounced ☐Courtesy ☐

Media: UNDER/ABOVE

GROUND STORAGE

TANKS

References: CCR Title 23

DepO 5090.2

**ADMINISTRATIVE REQUIREMENTS:**

1. ☐ Current HMMD permit not on file.
2. ☐ Monitoring/Response plan not on file.
3. ☐ Emergency POC list not current.
4. ☐ Correct monitoring alternative not used.
5. ☐ Repair records not maintained.
6. ☐ Copies of work requests not on file.
7. ☐ Repair dates not annotated in logs.
8. ☐ UST/AST system and ATG mfr manual not present.
9. ☐ UST/AST and ATG technical specifications not available.
10. ☐ UST/AST system site plan not available.
11. ☐ UST/AST records not maintained three years on site.
12. ☐ Missing/inadequate UST/AST training records.
13. ☐ Releases not reported/documented.
14. ☐ Potential release/ATG in alarm mode not reported or documented.
15. ☐ Unusual UST/AST system operations not reported or documented.
16. ☐ Loss of UST/AST contents not reported or documented.

**AUTOMATIC TANK GAUGING:**

1. ☐ ATG not inspected daily.
2. ☐ Monthly leak detection printouts not maintained.
3. ☐ Documentation of annual certification of monitoring system calibration not maintained.

**MANUAL TANK GAUGING:**

1. ☐ Weekly manual tank gauging not conducted.
2. ☐ Weekly manual tank gauging records not maintained.
3. ☐ UST/AST and piping integrity tests not maintained on site.

**STATISTICAL INVENTORY RECONCILIATION:**

1. ☐ Product tanks are greater than 2,000 gallons.
2. ☐ SIR inventory not conducted daily.
3. ☐ Meter readings and delivery input not recorded.
4. ☐ Monthly copies of SIR inventory not submitted to AC/SES, UST Branch for third party validation.
5. ☐ UST/AST/piping integrity tests not maintained on site.

**VISUAL MONITORING:**

1. ☐ Fill pipe not fitted properly.
2. ☐ Staining or odors detected around fill pipe.
3. ☐ Debris accumulating in floor drains.
4. ☐ Spill buckets not fitted properly.
5. ☐ Water and debris accumulating in spill buckets.
6. ☐ Staining or odors detected around product pumps.
7. ☐ Audio or visual alarm in alarm mode.
8. ☐ Audio or visual alarm fails self-test.
9. ☐ Gauging stick not available
10. ☐ Approved gauging stick not utilized
11. ☐ Gauging stick not straight
12. ☐ Gauging stick readings not legible to 1/8 inch

**CONTINUOUS INTERSTITIAL MONITORING:**

1. ☐ Alarm not checked daily.
2. ☐ If in alarm mode, appropriate Base reporting not made.
3. ☐ UST/AST and piping sump alarm certification not maintained on site.

**COMMENTS:**

**25 JAN 1999.**

[illegible]

D-2



**Marine Corps Recruit Depot  
San Diego  
Public Works Environmental Branch  
Compliance Inspection Report**



Site Inspected: \_\_\_\_\_  
Unit POC: \_\_\_\_\_  
Phone/Fax: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspected By: \_\_\_\_\_

Type of Inspection:  
Formal Announced ☐  
Formal Unannounced ☐  
Courtesy ☐

Media: Water - Storm Water  
Pollution Prevention  
Program  
Reference: California State-wide  
General Industrial Storm  
Water Permit

**General Statewide Industrial Permit**

1. ☐ Unauthorized non-Storm Water Discharges present at site.
2. ☐ Best Management Practices (BMP's) identified in Storm Water Pollution Prevention Plan (SWPPP) for site not in place.
3. ☐ Additional BMP's required at site.
4. ☐ Signs of unreported leaks or spills of materials.
5. ☐ Raw materials used/stored improperly stored outside and exposed to elements.
6. ☐ Equipment not stored in manner to eliminate the possibility of contact with stormwater runoff.
7. ☐ Vehicles not stored in a manner to eliminate the possibility of contact with stormwater runoff.
8. ☐ Spills and leaks of material not immediately contained and cleaned up upon discovery.
9. ☐ Site not periodically inspected for signs of spills or leaks.
10. ☐ Equipment not periodically inspected for signs of spills or leaks
11. ☐ Spill equipment not maintained at site.
12. ☐ Hazardous/Raw Materials not covered during Storm Event

**Site Administration**

13. ☐ Storm Water Pollution Prevention Plan (SWPPP) not available.
14. ☐ Storm Water Pollution Prevention Plan (SWPPP) not updated.
15. ☐ Spill Prevention Control and Countermeasures Plan (SPCCP) not available.
16. ☐ Spill Prevention Control and Countermeasures Plan not updated.

**Comments**

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Appendix E to  
ENCLOSURE (2)



**MCRD Environmental Office  
Compliance Inspection Report**

[illegible]

Appendix E to  
ENCLOSURE (2)



**Marine Corps Recruit Depot  
San Diego  
Public Works Environmental Branch  
Compliance Inspection Report**

Site Inspected: \_\_\_\_\_  
Unit POC: \_\_\_\_\_  
Phone/Fax: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspected By: \_\_\_\_\_

Type of Inspection:  
 Formal Announced ☐  
 Formal Unannounced ☐  
 Courtesy ☐

**Media: ASBESTOS**  
**Reference: NESHAPS**  
**MCO 5090.2**  
**DepO 5090.2**

1. ☐ Insulation/asbestos records not maintained indefinitely.
2. ☐ Insulation/asbestos records not maintained in a central location, in an orderly and clearly marked manner.
3. ☐ Asbestos Operation and Maintenance (O&M) Plan not kept up to date.
4. ☐ O&M Plan not followed; condition of known and suspected asbestos containing material (ACM) not regularly evaluated.
5. ☐ O&M Plan not followed; repair and removal operations not performed correctly.
6. ☐ Personnel who use, handle, or oversee asbestos removal operations not fully trained in asbestos matters.
7. ☐ Training not posted at demolition site.

8. [ ] Structures not thoroughly inspected for the presence of asbestos prior to demolition or renovation
9. [ ] EPA/State not provided notification in required time period before work begins.
10. [ ] Required procedures for asbestos emission control not followed, such as wetting material, placing material rather than throwing it, and containing material in leak-tight wrapping.
11. [ ] Trained foreman not present at site.
12. [ ] Foreman not properly trained within the last two years.
13. [ ] Containers and wrappings of ACM waste not properly marked and labeled.
14. [ ] Proper waste shipment record not used.

### Comments

Appendix F to  
ENCLOSURE (2)

Dep0 5090.2

**25 JAN 1999**

**MCRD Environmental Office  
Compliance Inspection Report**

[illegible]

Appendix F to  
ENCLOSURE (2)

25 JAN 1990



**Marine Corps Recruit Depot  
San Diego  
Public Works Environmental Branch  
Compliance Inspection Report**



Site Inspected: \_\_\_\_\_  
Unit POC: \_\_\_\_\_  
Phone/Fax: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspected By: \_\_\_\_\_

Type of Inspection:  
Formal Announced ☐  
Formal Unannounced ☐  
Courtesy ☐

Media: PESTICIDES  
Reference: 40 CFR  
MCO 5090.2  
DepO 5090.2

**Recordkeeping, Planning, and Training**

1. ☐ Pesticides not registered by the manufacturer.
2. ☐ Pesticides not used in accordance with label directions.
3. ☐ Restricted use pesticides not applied by a certified applicator or under the direct supervision of one.
4. ☐ Pesticide applicator not certified in the appropriate category of commercial applicators in which restricted use pesticide is intended for use.
5. ☐ Records of use of restricted use pesticides not kept for minimum of two years.
6. ☐ Labels on pesticide containers do not meet label requirements.
7. ☐ Pesticides not stored in accordance with label requirements.
8. ☐ Pesticide containers and related wastes are not disposed of in accordance with label directions.
9. ☐ Depredation permits are not present when control of migratory birds performed.
10. ☐ Pest Management Plan does not exist or is not kept current.
11. ☐ Pest Management Program not periodically reviewed to ensure conformance with the Pest management Plan.

**Comments**

Appendix G to  
ENCLOSURE (2)

**'25 JAN 1999**

# Compliance Inspection Report

[illegible]

Appendix G to  
ENCLOSURE (2)



**Marine Corps Recruit Depot  
San Diego  
Public Works Environmental Branch  
Compliance Inspection Report**

Site Inspected: \_\_\_\_\_  
Unit POC: \_\_\_\_\_  
Phone/Fax: \_\_\_\_\_  
Inspection Date: \_\_\_\_\_  
Inspected By: \_\_\_\_\_

Type of Inspection:	
Formal Announced	<input type="checkbox"/>
Formal Unannounced	<input type="checkbox"/>
Courtesy	<input type="checkbox"/>

**Media:** NATURAL  
· RESOURCES  
**Reference:** 16 USC 670  
32 CFR 190  
DepO 5090.2

1. ☐ Natural Resources Management Plan (NRMP) is not current.
2. ☐ NRMP does not address land management, fish and wildlife, and outdoor recreation.
3. ☐ Fish and Wildlife laws are not addressed in NRMP and are not enforced upon the Depot.
4. ☐ Inventory of threatened/endangered species and critical habitats on the Depot not kept or not current.
5. ☐ Information on listed species or critical habitats not addressed in Depot Master Plan.
6. ☐ Rookeries not identified for the protection of migratory birds.
7. ☐ Depredation permits not obtained prior to the taking of a migratory bird, its eggs, nest, or young.
8. ☐ Construction and site development plans not reviewed by Environmental personnel to ensure impacts to natural resources are minimized or mitigated.
9. ☐ Copy of state Non-Point Source Pollution Control Plan not on file or not adhered to.
10. ☐ Regionally native and low maintenance species of plant material are not used for new projects.
11. ☐ Landscaping practices and technologies that conserve water and prevent pollution are not used.
12. ☐ No program exists for identifying and controlling noxious weeds.
13. ☐ Natural Resources Program Manager not continually trained.

## Comments

[illegible]

H-2



**Site Inspected:** \_\_\_\_\_  
**Unit POC:** \_\_\_\_\_  
**Phone/Fax:** \_\_\_\_\_  
**Inspection Date:** \_\_\_\_\_  
**Inspected By:** \_\_\_\_\_

**Medium: CULTURAL  
RESOURCES**  
**Reference: 16 USC 470  
36 CFR 60  
MCO 5090.2**

1. ☐ National Register Resource inadvertently transferred, demolished, substantially altered, or allowed to disintegrate.
2. ☐ No program developed to prevent substantial alteration or disintegration of National Register Resources.
3. ☐ Cultural Resources Management Plan (CRMP) not developed or kept current.
4. ☐ CRMP not reviewed by State Historic Preservation Office (SHPO).
5. ☐ Historic Resources Protection not adequately budgeted or funded.
6. ☐ Funds budgeted for historic preservation are not applied to National Register Resources.
7. ☐ SHPO and Advisory Council for Historic Preservation not involved in early stages for any undertaking which may affect a National Register Resource.
8. ☐ Programmatic Agreement reached with SHPO regarding mitigation of effects to National Register Resource not adhered to.
9. ☐ Maintenance and planning personnel not adequately trained in allowable work practices for National Register Resources.

### Comments

I-1



[illegible]

I-2



**Marine Corps Recruit Depot, San Diego**  
**Facilities Division**  
**Public Works Branch (Environmental Office)**  
**Compliance Inspection Report**

25 JAN 1999



Site Inspected: \_\_\_\_\_  
 Unit POC: \_\_\_\_\_  
 Phone/Fax: \_\_\_\_\_  
 Inspection Date: \_\_\_\_\_  
 Inspected By: \_\_\_\_\_

Type of Inspection:  
 Formal Announced ☐  
 Formal Unannounced ☐  
 Courtesy ☐

Medium: NEPA  
 Reference: 40 CFR 1500  
 40 CFR 1502  
 MCO 5090.2

**National Environmental Policy Act (NEPA)**

1. ☐ Environmental documentation not prepared at earliest stages of project planning.
2. ☐ Environmental documentation is not made available to the public before major action undertaken.
3. ☐ Categorical Exclusions (CatExs) not prepared for all actions allowed exemptions (listed in MCO 5090.2).
4. ☐ Environmental Assessments (EAs) and Environmental Impact Statements (EISs) not prepared for actions which are not categorically excluded.
5. ☐ Funding for environmental documentation not included in project or program funding..
6. ☐ For actions where EAs or EISs have been completed, mitigation and monitoring required has not been completed.
7. ☐ Planning personnel not properly trained on NEPA requirements.

**Comments**

Appendix J to  
ENCLOSURE (2)

[illegible]

J-2



**Marine Corps Recruit Depot, San Diego**  
**Facilities Division**  
**Public Works Branch Environmental Office**  
**Compliance Inspection Report**

25 JAN 1999



Site Inspected: \_\_\_\_\_  
 Unit POC: \_\_\_\_\_  
 Phone/Fax: \_\_\_\_\_  
 Inspection Date: \_\_\_\_\_  
 Inspected By: \_\_\_\_\_

Type of Inspection:  
 Formal Announced ☐  
 Formal Unannounced ☐  
 Courtesy ☐

Medium: PROGRAM  
 MANAGEMENT  
 Reference: MCO 5090.2  
 DepO 5090.2

**General Policies and Responsibilities**

1. ☐ Legal counsel not consulted for confirmation that it is payable in accordance with Marine Corps Policy.
2. ☐ Commanding General has not reported non-compliance in accordance with MCO 5090.2, Appendix B immediately upon receipt of any oral or written Notice of Violation (NOV), Notice of Non-Compliance (NON), or any other formal notice of deficiency.
3. ☐ Tenants required to notify the Depot Environmental Office of presence of inspectors and coordinate all receipts of formal notices through the Environmental Office.
4. ☐ EPA, State, or Local inspectors denied access to the Depot at reasonable times to conduct inspections.
5. ☐ MCRD does not support involvement of its employees in community programs to prevent pollution, conserve natural resources, or to address waste management issues.
6. ☐ Award nominations for Marine Corps Environmental Quality and Natural Resources Conservation Awards not submitted.
7. ☐ Sufficient Resources not identified and budgeted to ensure environmental compliance requirements are integrated into all levels of activity management.
8. ☐ Host/Tenant agreements exist which define roles and responsibilities which exist with respect to environmental compliance.
10. ☐ Self ECE not performed as scheduled.
11. ☐ Environmental Compliance not a factor in performance evaluations of appropriate personnel.
12. ☐ Depot personnel not trained on general awareness issues.
13. ☐ Hazardous Waste Coordinators are not trained quarterly.

**Comments**

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Appendix K to  
ENCLOSURE (2)

## MCRD Environmental Office Compliance Inspection Report

[illegible]



# UNITED STATES MARINE CORPS

Marine Corps Recruit Depot/ Western Recruiting Region

1600 Henderson Avenue Suite 200

San Diego, California 92140-5001

DepO 5090.2  
4A

From: Director of Facilities  
To: Commander/Officer in Charge

Subj: UNIT ENVIRONMENTAL COMPLIANCE EVALUATION (ECE) NOTICE

Ref: (a) Marine Corps Order P5090.2A

Encl: (1) ECE Self-Audit Inspection Report

1. Per reference (a), I am notifying you that there has not been satisfactory progress made to remedy (deficiencies). An initial deficiency notice was provided to your organization on (date).
2. The deficiencies were identified during the ECE Self-Audit of (unit) held on (date). The list of deficiencies and recommended corrective actions were given to the inspected unit on (date).
3. Please contact (name), Environmental Protection Specialist, at 524-4382 for help in resolving your organization's environmental deficiencies.

Copy to:  
AC/S, G-4

ENCLOSURE (3)



# UNITED STATES MARINE CORPS

Marine Corps Recruit Depot/ Western Recruiting Region

1600 Henderson Avenue Suite 200

San Diego, California 92140-5001

DepO 5090.2

4A

From: AC/S, G-4  
To: Depot Inspector

Subj: ENVIRONMENTAL COMPLIANCE EVALUATION SELF-AUDIT REPORT

Ref: (a) MCO 5090.2A

Encl: (1) FYxx Environmental Compliance Evaluation Self-Audit

1. The Depot's Environmental Office completed its FYxx Environmental Compliance Evaluation (ECE) Self-Audit on (date). This was an annual environmental compliance inspection of all organizations aboard the Marine Corps Recruit Depot, as required by reference (a).

2. The ECE Self-Audit disclosed xx minor and xx moderate deficiencies. Enclosure (1) contains a detailed summary, by environmental program area of findings and recommended corrective actions. Delinquent corrective actions are indicated with an asterisk.

3. My point of contact is (name), MCRD Environmental Officer, at DSN 524-4360, or commercial (619) 524-4360.

ENCLOSURE (4)

25 JAN 1999

FYxx Environmental Compliance Evaluation Self-Audit  
Findings and Recommendations, by Program

Hazardous Materials Management

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Hazardous Waste Management

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Air Pollution Management

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Appendix A to  
ENCLOSURE (4)



25 JAN 1999

Under/Above Ground Storage Tank Management

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Storm Water Pollution Prevention

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Asbestos

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

'25 JAN 1999

**Pesticides**

Number of deficiencies: X

Finding: [deficiency description]Deficiency Category: [Minor or Moderate]Recommendations: [statement of resolution]References:**Natural Resources**

Number of deficiencies: X

Finding: [deficiency description]Deficiency Category: [Minor or Moderate]Recommendations: [statement of resolution]References:**Cultural Resources**

Number of deficiencies: X

Finding: [deficiency description]Deficiency Category: [Minor or Moderate]Recommendations: [statement of resolution]References:**National Environmental Policy Act**

Number of deficiencies: X

Finding: [deficiency description]Deficiency Category: [Minor or Moderate]Recommendations: [statement of resolution]References:Appendix A to  
ENCLOSURE (4)

25 JAN 1999

Program Management

Number of deficiencies: X

Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

Other Environmental Programs

Number of deficiencies: X

1. Finding: [deficiency description]

Deficiency Category: [Minor or Moderate]

Recommendations: [statement of resolution]

References:

**Deficiency Category Definitions:**

Major Deficiency: An issue related to federal or state laws and regulations which, if not corrected, could result in criminal or civil penalties.

Moderate Deficiency: A regulatory issue which, if not corrected, could result in administrative action by federal or state agencies (e.g., a Notice of Violation).

Minor Deficiency: A procedural deficiency which departs from good management practice or recommended procedures.

Appendix A to  
ENCLOSURE (4)